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| January 2025 MnC Release Updates  ***\*This is a duplication of the email sent by DHS on 3/7/2025 but we’ve removed content not applicable to seniors – if you have already reviewed, you can disregard this Communique.***  **Purpose:** To provide MnCHOICES mentors and users with the following update and release summary.  **1.** **Resolved Current Functionality items: Fixed in the release** **(2 fixes which includes 0 critical functionality items)**   * **MnCHOICES assessment: Functional assessment heading-****Description:** When a user selected “Receiving one or more therapies” in the health interventions section, they picked from a list of options that appeared. When a user selected other, MnCHOICES displayed these instructions “Other (Select all therapies in which the person is currently engaged).”   + **Changes made:** This textbox label will display “Other” rather than “Other (Select all therapies in which the person is currently engaged).” * **MnCHOICES assessment: Assessment results heading-Description:** The correct case mix was not generated when a person was ventilator dependent and the user selected “Person is 65 or older and chooses to stay on the current disability waiver” or “Person has not previously accessed a waiver and may be eligible for DD waiver” in the informed choice section of “Functional assessment – Self determination.” The resulting case mix was “V,” which is not valid for disability waivers.   + **Changes made:** The system will now generate the correct case mix for BI, CAC and CADI waivers.   **2. Updated Current Functionality and Future Enhancements document items:**   * **MnCHOICES assessment: Assessment results-heading: (Updated title) For assessments completed prior to 10/1/24, Assessors must use the CFSS-to-PCA Conversion worksheet in MnCHOICES to convert Community First Services and Supports (CFSS) time to personal care assistant (PCA) time [DHS ID 125077. This transition issue will resolve after the transition to CFSS is finished.]**   **(Updated) Description:** This form is only for assessments completed before Oct. 1, 2024. An assessor must use this form when a person has a “P,” “Q” or “R” home care rating.   * + **Directions:** For assessments completed before Oct. 1, 2024, use the “CFSS-to-PCA Conversion worksheet” in a person’s assessment form when they have a “P,” “Q” or “R” home care rating. The tool translates CFSS back to PCA. Add the results from this form to the assessment summary printout and send a copy of the form to the person.   For assessments completed after Oct. 1, 2024, use the CFSS time calculated by the application to authorize PCA services.  **3.** **Removed Current Functional****ity and Future Enhancements document items:**   * **Health Risk Assessment (HRA) heading-Description:** The system will show “No option available” in the HRA when the user tries to select the name of a person from contacts in “Member information,” “Assessment information” and “My health.”   + This item has been removed, analysis of this issue confirms the system is working as designed. User will continue follow the directions below when a contact cannot be selected in these sections of the HRA and completion requirements were met when a contact’s information was entered under the contacts icon.     - **Member information**: The emergency contact and guardian fields are not required.     - **Assessment information**: Select other for “Who is present at the HRA” and manually enter the name and relationship.     - **My health**: The primary doctor name is not required when a user enters text in “Clinic name.”   **4.** **Other changes made - not listed in the Current Functionality and Future Enhancements document:**   * **Description:** The view summary window in a person record has several tiles including a Support Team tile. The email address and phone number were cut off for support team contacts listed in this tile.   + **Changes made:** The entire email address and phone number will now display for support team contacts listed in the Support Team tile of the person’s View Summary window. * **Description:** In the staff assignment tab of a person’s record, users must follow a specific order when adding a new staff assignment. First, they select the assignment type (role), then the staff member’s name, and finally the location and effective start date. If a staff member works at multiple locations (for example, as a county staff member and a delegate to four different MCOs), their name will appear without showing which location is linked to it. After choosing the name, the location dropdown will show the available locations associated with that staff member. The system did not allow users to filter the staff list by location, so they might need to repeat the steps multiple times to find the staff member in the correct location.   + **Changes made:** The staff member dropdown in the New Staff Assignment window will now show both the staff member's name and their organization. This will make it easier to choose the correct staff member for the location. After selecting the name, the location dropdown will display the locations associated with that staff member and organization. * **Description:** In the MnCHOICES assessment and Health Risk Assessment (HRA), there was not an option to select other injectable medication as an acceptable value to manage diabetes.   + **Changes made:** The response options for managing diabetes will now match in the MnCHOICES Assessment and HRA.   In the MnCHOICES assessment, updated and new response options display for “Diabetic and manages with any of the following options” in the Health Interventions subsection of Functional Assessment – Wellbeing section:   * + - The response option “Oral medication or insulin stimulation injection” has been separated and replaced by “Oral medication” and “Other injectable medications”. “Other injectable medication” can be selected for insulin stimulation injection or any other non-insulin injectable.   In the HRA, the drop-down response option menu for “How do you control your diabetes?” in the Diabetes subsection of My Health section has been replaced with a multiselect list of response options:   * Diet/exercise controlled * Oral medication * Other injectable medication * Sliding scale insulin * Scheduled daily insulin. * **Description:** There was a service limit increase toEnvironmental Accessibility Adaptation (EAA) services for Alternative Care (AC) and Elderly Waiver (EW) beginning January 1, 2025.   + **Changes made:** As of January 1, 2025,DHS increasedthe EAA service limit for AC and EW to $21,199. This includes:     - Environmental Accessibility Adaptations, Home Assessment T1028     - Environmental Accessibility Adaptations, Home Install S5165     - Environmental Accessibility Adaptations, Vehicle Assessment T2039 UD     - Environmental Accessibility Adaptations, Vehicle Install T2039   **5.** **New additions to the Current Functionality and Future Enhancements document (6 additions which includes 0 critical functionality items):**   * **Person record: Assignments-Description:** Users cannot create a MnCHOICES assessment form when assigned to the person record as only a Care Coordinator - MSHO/MSC+. When the user attempts to create the form this error message appears: “Active Certified Assessor staff must be assigned to person to create MnCHOICES Assessment”. The Care Coordinator MSHO/MSC+ can still edit and complete existing MnCHOICES assessment form. [DHS ID 176737]   + **Directions:** MCO and MCO delegate staff members who complete MnCHOICES assessments must be assigned to a person as a Certified Assessor to create a MnCHOICES assessment form. In a scenario where two certified assessors (county/tribal nation assessor and MCO assessor) will work with the same person record, the first assessor marks the assessment complete and communicates that to the other assessor. Then, unassign first assessor so the next can start their work. * **MnCHOICES assessment: Assessment results-Description:** When a person 18 years old or older needs tube feeding, the application may not show a dependency in eating. However, it will show the correct value for the LTC Screening Document. This means the value on the screening document is correct but the application does not count eating as a dependency when it determines a person’s case mix. This happens when a person aged 18 years or older receives tube feeding. The system assigns the correct eating value on the screening document, but does not count eating as a dependency in determining case mix. As a result, the system may not show a dependency in eating but will provide a correct value for the LTC Screening Document.   + **Directions:** In situations where a person 18 years old or older receives tube feeding:​     - Use [AC, BI, CADI, EW Case Mix Classification Worksheet, DHS-3428B (PDF)](https://urldefense.com/v3/__https:/edocs.dhs.state.mn.us/lfserver/Public/DHS-3428B-ENG__;!!CwIvYz4dIaSa!KIDuq6T0GL8Lko58T4uBcYjHagpKKYJz2hIrJzTQZzV3ZvXv1PV2KPr9aUM8AiIblMOZeldnjNE3DFzfU_PpWE78OvQm0Q$) to calculate case mix.       * If needed, contact a MnCHOICES mentor at the agency for help determining the case mix. The mentor will submit a request with [MnCHOICES Help Desk Contact Form, DHS-6979](https://urldefense.com/v3/__https:/edocs.dhs.state.mn.us/lfserver/Public/DHS-6979-ENG__;!!CwIvYz4dIaSa!KIDuq6T0GL8Lko58T4uBcYjHagpKKYJz2hIrJzTQZzV3ZvXv1PV2KPr9aUM8AiIblMOZeldnjNE3DFzfU_PpWE4nAphBkA$) for more help.     - Update the case mix as applicable in these areas when the correct mix is determined:       * LTC screening document       * Assessment summary       * Assessment results       * Supplemental summary charts. * **Support plan-Description:** The system does not always show the support plan agreement type in the about plan section of the support plan when the program type is CFSS.   + **Directions:** Manually add the agreement type to the support plan and the CFSS Type B service agreement printout when it is not shown. This will not prevent users from closing their support plan. * **Support plan: Services and supports, Service type – Services that support me-Description:** Effective October 1, 2024, these CFSS services should not be used for AC/temporary AC programs:   + - CFSS, Agency, Goods and services T5999 U9     - CFSS, Agency, PERS installation and testing S5160 U9     - CFSS, Agency, PERS monthly service fee S5161 U9     - CFSS, Agency, PERS purchase S5162 U9     - CFSS, Budget, Goods and services T5999 UB     - CFSS, Budget, PERS installation and testing S5160 UB     - CFSS, Budget, PERS monthly service fee S5161 UB     - CFSS, Budget, PERS purchase S5162 UB.   + **Directions:** Use the appropriate procedure codes, like PERS and/or specialized equipment and supplies services, available through AC instead of those listed above. Go to [Long-Term Services and Supports Rate Limits effective Jan. 1, 2025, DHS-3945](https://urldefense.com/v3/__https:/edocs.dhs.state.mn.us/lfserver/Public/DHS-3945-ENG__;!!CwIvYz4dIaSa!KIDuq6T0GL8Lko58T4uBcYjHagpKKYJz2hIrJzTQZzV3ZvXv1PV2KPr9aUM8AiIblMOZeldnjNE3DFzfU_PpWE4B1TLikQ$) to find eligible services for AC/temporary AC. * **Support plan: Services agreement-Description:** The EN field of the CFSS Type B service agreement is blank when a person is not dependent on a ventilator, instead of showing an “N.” This value is required for MMIS.   + **Directions:** Manually add the value of “N” to the EN field of the service agreement printout for MMIS entry when the person is not dependent on a ventilator. * **Support plan: Services agreement-Description:** When a person is not eligible for the CFSS program but has needs that equal or exceed 10 hours of CFSS time per day, the system does not show a “Y” in the PCA complex field.   + **Directions:** In the application, review CFSS time in the assessment results section of the assessment. Manually enter a “Y” in the PCA complex field on the standard service agreement printout for all programs when a person meets the criteria for the enhanced rate.   **6. Help Center updates:**   * **Current Functionality and Future Enhancements v.03.2025 document:** Will be loaded into the MnCHOICES Help Center during the week following the release on March 6, 2025. * **Smart Guide: Roles and permissions v.3:** (Loaded 2/12/2025)   + Consultation service provider: In a Person’s record, Attachment icon this role can use the Ellipsis to edit/update attachment filed information.   + Supervisors can add, edit and delete staff delegations.   + Care Coordinators MSHO/MSC+: Permissions were added so this role can create, edit and complete a MnCHOICES assessment form.   + Support staff can edit the Assessment Summary in the MnCHOICES assessment.   + Lead agency Supervisor and Delegate Supervisor roles will have the ability to reopen an HRA form. * **Smart Guide: HRA v.3:** (Anticipated load date: 3/10/2025. Check the Help Center for actual load date.)   + Added language: “When an HRA form is created in a person record, it will copy information from a previous HRA when one exists.” (p. 4)   + Added a Creating an HRA in MnCHOICES section. (p. 4)   + Added a HRA Status section that includes reopen is available when an HRA status is complete for the staff with the role Lead agency supervisor, or delegate supervisor. When edits are finished move the form status back to Complete. (p. 5)   + Member information: Added for Emergency contacts and Guardian contacts “This is not a required field for an HRA.” (p. 5)   + References to COS, COR and LTCC were removed. (p. 6-7)   + Instructions for when a person declines an HRA or unable to locate the person. (p. 8)   + Who is present at the HRA? Added “To indicate another contact without a drop-down option. Select Other and manually enter the name and relationship.” (p. 8)   + Appendix: Example Forms in MTZ section added and instructions to view forms. |
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